

Kelly Blechertas

From: Kelly Blechertas
Sent: Friday, August 05, 2016 9:20 AM
To: 'Lindsay Zeglen'; 'Adrienne Redding (AGRedding@yorkcountypa.gov)'; 'Amy Chidester (ALChidester@yorkcountypa.gov)'; Amy Evans; 'Amy Hampson (AEHampson@yorkcountypa.gov)'; 'Angie Sinclair'; 'Ann Crisci-Perez (Acrisci-Perez@yorkcountypa.gov)'; 'Barbara Leonard'; 'Barry Cannon'; 'Ben Murray'; 'Bill Reed'; 'Bob Woods'; 'Brittany Hoffman'; 'Brye Coles'; 'Carol Hinkle'; 'Carol Kauffman (ckauffman@crispusattucks.org)'; 'Chris Echterling'; 'Cindy Richard (crichard@penn-mar.org)'; 'Clair Doll'; 'Colleen Clay'; 'Craig Wolf'; 'Craig Zumbrun'; 'Crystal Ouedraogo'; 'Dana Dorn (ddorn@ywcayork.org)'; 'Dave Mattern'; 'Debbie Gable (DGable@hdcweb.com)'; 'Debbie Loucks (dloucks@yorkareahg.org)'; 'DeElzier O'Connor (doconnor@bellsocialization.com)'; 'Doug Hoke'; 'Dwight Rohrbaugh'; 'Edgar Rodriguez'; 'Ellen Nicholas (ecarternicholas@yorkcountypa.gov)'; 'Eve Gardner'; Felicia Dell; 'Fred Young'; George Barnock; 'Gollick Kelly (kgollick@contacthelpline.org)'; 'Gregory Kent'; 'Hillary Hasson'; 'Holly Gould'; 'Ike Hileman (ivan@bellsocialization.com)'; 'Jacqueline Martino-Miller'; 'James Crosby'; 'Jane Heller'; 'Jenny Englerth'; 'Jenny Nace'; 'Jeremy Myers (jmyers@bellsocialization.com)'; 'Jessica Mockabee (jemockabee@yorkcountypa.gov)'; Joe Heffner; 'Joe Studivant'; Joiann Galiano; 'Joyce Santiago'; 'Karen McCraw'; 'Kathi Krablin (kkrablin@valleyyouthhouse.org)'; 'Kathy Wolf'; 'Keisha Kerr'; 'Ken Klein'; 'Kenneth Watts'; 'Kim Stratton'; 'Laura Ruhling'; 'Lorraine Gay'; 'Marcella Kinard'; 'Matthew Carey'; 'Melissa Page'; 'Michael Jefferson'; 'Michelle Hovis'; 'Michelle Keadle-Taylor'; 'Michelle Shearer (mshearer@truenorthwellness.org)'; 'Missy Gosnell'; 'Nancy Newton'; 'Nate Rivera (nrivera@yorkcoymca.org)'; 'Nicole Fourhman'; 'Nicole Wilson'; 'Nora Carreras'; 'Norma Escobar (Norma_Escobar@USE.SalvationArmy.org)'; 'Paula Moore'; 'Phil Cosden (pcosden@adamscha.org)'; 'Rachael Miller'; 'Rexann Richardson'; 'Richard Robinson'; 'Rick Azzaro (razzaro@ywcayork.org)'; 'Robin Rohrbaugh (rrohrbaugh@yorkcpc.org)'; 'Rodney Wagner'; 'Rose Alberghini'; 'Sandie Walker'; 'Sara Matthews'; 'Sarah Primak'; 'Shabrie Henderson'; 'Shilvosky Buffaloe'; 'Sonia Pitzi (slpitz@iu12.org)'; 'Stephanie McIlwee (smcilwee@adamscha.org)'; 'Steve Warren'; 'Sue Payne'; 'Susan Byrnes'; 'Tiffany Glatfelter'; 'Tom Shelley (Tom.Shelley@USE.SalvationArmy.Org)'; 'Toni Schweitzer'; 'Tonya Thompson-Morgan'; 'Trent Davis'; 'Val Conway'; 'Valerie Krug'; 'Vicki Klinedinst'; 'Wanda Miller'; 'Wendy Sherbine'; 'Shelley Peterson'
Cc: 'barbara@dma-housing.com'
Subject: IMPORTANT: CoC New Project Applications
Attachments: FY2016 PA-512 Notice of Intent for New Projects.doc

Importance: High

Tracking:	Recipient	Read
	'Lindsay Zeglen'	
	'Adrienne Redding (AGRedding@yorkcountypa.gov)'	
	'Amy Chidester (ALChidester@yorkcountypa.gov)'	
	Amy Evans	
	'Amy Hampson (AEHampson@yorkcountypa.gov)'	
	'Angie Sinclair'	
	'Ann Crisci-Perez (Acrisci-Perez@yorkcountypa.gov)'	
	'Barbara Leonard'	

Recipient**Read**

'Barry Cannon'
'Ben Murray'
'Bill Reed'
'Bob Woods'
'Brittany Hoffman'
'Brye Coles'
'Carol Hinkle'
'Carol Kauffman (ckauffman@crispusattucks.org)'
'Chris Echterling'
'Cindy Richard (crichard@penn-mar.org)'
'Clair Doll'
'Colleen Clay'
'Craig Wolf'
'Craig Zumbrun'
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'Ike Hileman (ivan@bellsocialization.com)'
'Jacqueline Martino-Miller'
'James Crosby'
'Jane Heller'
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Recipient**Read**

Joe Heffner Deleted: 8/5/2016 12:59 PM
'Joe Studivant'
Joiann Galiano
'Joyce Santiago'
'Karen McCraw'
'Kathi Krablin (kkrablin@valleyouthouse.org)'
'Kathy Wolf'
'Keisha Kerr'
'Ken Klein'
'Kenneth Watts'
'Kim Stratton'
'Laura Ruhling'
'Lorraine Gay'
'Marcella Kinard'
'Matthew Carey'
'Melissa Page'
'Michael Jefferson'
'Michelle Hovis '
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Recipient**Read**

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'Sonia Pitz (slpitz@iu12.org)'
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'Wendy Sherbine'
'Shelley Peterson'
'barbara@dma-housing.com'

Hello everyone,

Please find attached the form that must be completed to apply for a new project under CoC funding for FY2016. If you completed the Preliminary Proposal process earlier this year, you'll be pleased to find that this is a very similar form. ☺ We're asking you to complete this new form and re-submit it, though, as opposed to your previous submission. All preliminary projects received feedback – take that into consideration when re-submitting.

Notices of Intent to apply for a new project for CoC funds is due to me, at kblechertas@ycpc.org, by **AUGUST 15, 2016**. I am sorry for this incredibly short turn around, however, project applications must be submitted to the CoC no later than 30 days prior to the CoC due date. That means August 15th is the latest we can receive project applications for new projects.

York will have the opportunity to apply for \$88,169 in Permanent Housing Bonus Funding. This funding must be used for permanent supportive housing for chronically homeless, or rapid re-housing.

The Review and Ranking Committee will also be weighing the option of reallocating some dollars this year – it is not required, but reallocated dollars may also be used for a project to increase our housing capacity in York. We are looking at a maximum of \$79,474 available for that endeavor. Reallocation dollars can be used for permanent supportive housing for chronically homeless, rapid re-housing, HMIS, and Coordinated Entry only.

Please keep these numbers in mind when you factor in units and cost for your proposals. Your budgets do not have to meet these specific numbers, but we wanted you to be aware that the amounts available this year are not as large as last year. **If you are submitting a new project application, please also collect your match letters starting ASAP. You will need those letters quickly after project determinations are made, and it would be helpful to collect those now.**

Bonus funding and reallocation dollars cannot be combined into one application.

Questions can be directed to me.

Thanks,

Kelly Blechertas

Program Reporting Specialist



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York City and County Continuum of Care (CoC)
Notice of Interest for New
Chronically Homeless (PSH) or Rapid Re-Housing Projects

Project Proposal must be submitted to the CoC by 7:59:59pm,
August 15, 2016

Submit to kblechertas@ycpc.org

Subject Line: Preliminary Proposal – York CoC

The York CoC is soliciting Project Proposals from agencies interested in applying for new projects to be submitted as part of the FY2016 Continuum of Care (CoC) Application. The CoC is estimating the Permanent Housing Bonus as \$88,169. The CoC may also have a maximum of \$79,474 eligible for reallocation projects – final determination on that number will be conducted by the Review and Ranking Committee on August 24, 2016. Eligible program types for both PH Bonus and Reallocation are limited to:

- Permanent Supportive Housing Projects serving Chronically Homeless Individuals and/or Families; and
- Rapid Re-Housing for Homeless Individuals, Families, and Unaccompanied Youth

- Homeless Management Information Systems (HMIS) grants and Coordinated Entry (CE) grants are allowable under reallocation dollars, however, HMIS grants must be submitted by the HMIS Lead only (York County Planning Commission), and CE grant requests are currently managed by the CoC Lead Agency (York County Planning Commission).

These will initially be 1-year grants with the expectation that they can be renewed in future CoC applications.

What is Permanent Supportive Housing (PSH)?

Per the US Interagency Council on Homelessness (USICH): Permanent Supportive Housing is decent, safe, affordable, community-based housing that provides tenants with the rights of tenancy and links to voluntary and flexible supports and services for people with disabilities who are experiencing homelessness. Permanent supportive housing is a proven, effective means of reintegrating chronically homeless and other highly vulnerable homeless families and individuals with psychiatric disabilities or chronic health challenges into the community by addressing their basic needs for housing and providing ongoing support.

Who are considered eligible as Chronically Homeless?

A “chronically homeless” individual is defined to mean a homeless individual with a disability who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter, or in an institutional care facility if the individual has been living in the facility for fewer than 90 days and had been living in a place not meant for human habitation, a safe haven, or in an emergency shelter immediately before entering the institutional care facility. In order to meet the “chronically homeless” definition, the individual also must have been living as described

above continuously for at least 12 months, or on at least four separate occasions in the last 3 years, where the combined occasions total a length of time of at least 12 months. Each period separating the occasions must include at least 7 nights of living in a situation other than a place not meant for human habitation, in an emergency shelter, or in a safe haven.

Chronically homeless families are families with adult heads of household who meet the definition of a chronically homeless individual. If there is no adult in the family, the family would still be considered chronically homeless if a minor head of household meets all the criteria of a chronically homeless individual. A chronically homeless family includes those whose composition has fluctuated while the head of household has been homeless. HUD has established a goal of ending Chronic Homeless by 2017.

As of the 2016 Point in Time count, there were 8 chronically homeless individuals and 2 chronically homeless families in the York CoC.

Potential applicants are strongly encouraged to review all of the documentation available on the HUD Exchange regarding the final definition of chronic homeless as well as methods for documenting status. Materials are available at: <http://tinyurl.com/CHDefinition>

What is Rapid Re-Housing (RRH)?

Rapid Re-Housing is a model of housing assistance that is designed to assist the homeless, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing. Rapid re-housing assistance is time-limited, individualized, and flexible.

Who is eligible to receive services under Rapid-Re-Housing?

- Individuals
- Families
- Unaccompanied Youth – youth ages 18 to 24 who do not have children and are not currently part of a family

They must be homeless in accordance with the HUD definition:

- Coming directly from the streets or emergency shelters
- Fleeing domestic violence AND no subsequent residence has been identified AND has no resources or support networks to obtain permanent housing

What will the grant pay for?

The HUD grant can be used towards:

- Housing Costs: For Leasing of a single site or scattered site housing units, for Rental Assistance to assist a household pay their rent, or operating funds to operate a site owned or leased by your agency
- Supportive Services Costs: Case management to assist households in obtaining and maintaining their housing
- Administrative Costs: To provide funding for your agency to manage the grant including drawing down funds and reporting to HUD

Are there match requirements?

The grantee must provide a 25% match – either cash or in-kind. The only exception is that leasing costs do not require a match.

Are there any special considerations that I need to be aware of?

- Both PSH and RRH are permanent housing programs and are expected to operate in accordance with a **Housing First** approach:
 - Participants are **not screened out** based on the following:
 - Having too little or no income
 - Active or history of substance abuse
 - Having a criminal record with exceptions for state-mandated restrictions
 - History of domestic violence
 - Participants are **not terminated** based on the following:
 - Failure to participate in supportive services
 - Failure to make progress on a service plan
 - Loss of income or failure to improve income
 - Being a victim of domestic violence
 - Any other activity not covered in a lease agreement typically found in the project's geographic area

- You will be expected to participate in the York County Coordinated Entry system when it becomes operational. Until then, you will be expected to prioritize entrance to your program based on households that most need the resources (those with the longest length of time homeless and those with the most severe needs), rather than first come first served or other prioritization.

- Veterans should be referred to specialized VA funded programs, VASH and SSVF. If they are not eligible, they should be prioritized under your new program.

- If you are targeting Youth, your agency should have the expertise to work with youth or partner with a youth serving agency.

- You must enter complete and accurate data into the York County Homeless Management Information System (HMIS)

- Your agency will be expected to participate in the Continuum of Care (CoC)

- You will be expected to have the capacity to operate your program in accordance with HUD requirements including:
 - Submitting your Annual Progress Report (APR) on time
 - Drawing down funds at least quarterly
 - Expend all of your grant funds within the 12 month grant period

What do I do if I want to be considered for a new project for the York City/County Continuum of Care?

By **7:59:59 p.m. on August 15, 2016** : Complete the attached Project Proposal, have it signed by the Responsible individual at your agency, scan the signed Preliminary Proposal and e-mail it as an attachment to Kelly Blechertas (kblechertas@ycpc.org) In the Subject: Preliminary Proposal - York CoC. This will be considered a project application submitted to the York City/County Continuum of Care for FY 2016.

How will projects be selected for submission to HUD?

All Preliminary Proposals will be reviewed and ranked by the York County CoC Review & Ranking Committee based on the following criteria. Projects will be notified if they have been selected for funding in FY2016 after the CoC votes on the Review and Ranking proposal on August 25, 2016, but no later than August 31, 2016.

Threshold: to be considered, applicants must commit to the following:

- Use a Housing First approach
- Provide program participants with assistance with Mainstream Benefits
- Participate in the York CoC Coordinated Entry System when it becomes operational
- Enter data into the York County HMIS
- Participate in the CoC

Selection Criteria: Projects will be ranked in accordance with the following criteria.

- Targeting a priority population: Chronically Homeless, Veterans, Youth
- Experience working with the population to be served
- For current CoC grantees, performance in meeting HUD's grant management requirements
- Points will be given to agencies that have not previously received CoC funding

What is my project budget?

The CoC Ranking Committee will work with you to develop your project budget, based on the funding available, the type of housing you propose, and your target population. It will include funding for housing (operations, leasing or rental assistance), services (case management), admin (up to 7% of your grant request). For the purposes of the preliminary proposal, we ask that you submit an estimated and reasonable budget for the project you are proposing. You may use the numbers provided in the first paragraph of these instructions as a guide point.

If my project is selected for new project application, what is the next step?

You will be notified no later than August 31, 2016 if your project has been selected for submission as a new project during the FY2016 funding round. At that time, you will receive instructions for submission of a formal application through the e-snaps system.

You will need to submit your new project application on e-snaps, HUD's online application, if chosen for the FY2016 funding round. Draft applications will be required on e-snaps by September 7, 2016, and final changes to new project applications will be due September 12, 2016.

If I have questions about this who should I contact? Send an e-mail to Kelly Blechertas at kblechertas@ycpc.org and someone will get back to you as quickly as possible.

Project Proposal for New Project in FY2016 CoC Application York City/County Continuum of Care

Agency Name:

Contact information:

- Name
- Phone number
- E-mail address

Under which of the two types of programs do you plan to apply?

Permanent Supportive Housing project to serve Chronically Homeless Individuals or Families (PSH-chronic)

Rapid Rehousing for Homeless Individuals, Families, Unaccompanied Youth

Do you plan to target a specific subpopulation in your program?

Yes

If Yes, which ones?

Individuals

Families

Youth

Veterans

If you are proposing PSH-Chronic:

Do you plan to operate in a single site or scattered site?

If single site, do you own a property for this?

If scattered site, do you currently have relationships with landlords who would participate in your program?

Would you need funding for a program case manager?

What agencies would you partner with to provide services to help program participants address their service needs?

If you are proposing Rapid Re-housing:

Do you have relationships with landlords who would participate in your program?

Would you need funding for a program case manager? Number of FTE (full time equivalents) necessary for this position?

Describe your experience in working with homeless households, and in particular with the subpopulation you identified. Include any agencies that you plan to partner with to provide additional expertise.

Describe your experience in administering a program similar to the one that you are proposing.

Please indicate which of the following requirements you commit to follow:

- Using a Housing First approach
- Using Low Barriers to entry
- Assist participants with Mainstream Benefits: (must provide all of the following)
 - Provide transportation assistance to attend mainstream benefit appointments, employment training or jobs
 - Use a single application form for four or more mainstream programs (example DHS's COMPASS)
 - Provide annual follow-ups with participants to ensure mainstream benefits are received and renewed
 - Provide access to SSI/SSDI technical assistance provided by the applicant, a subrecipient or partner agency
- Participating in the York CoC Coordinated Entry System when it becomes operational
- Entering data into the York County HMIS
- Participating in the CoC

Signature of Responsible Party: _____